

Board of Selectmen
Minutes January 17, 2017

Convened at 6:00 pm

Present: Ken Christiansen, Chair
Robert Mantegari
David Menter
Andrew Artimovich

The Board met and reviewed payroll, accounts payable and signed the register. The Selectmen reviewed and signed the recreation register.

Joyce Gallant was in to present the weekly Treasurer's report. Please see last page to view report.

Mantegari made a motion, 2nd by Menter to approve the minutes of 01/10/2017 as written. The motion carried with Artimovich abstaining as he was not present.

Mantegari made a motion, 2nd by Menter to approve the nonpublic minutes of 01/10/2017 as written. The motion carried with Artimovich abstaining as he was not present.

Kip Kaiser, Building Inspector, had no permits to be signed this week. Kaiser presented an updated fee schedule. The board reviewed and found the increases to be reasonable. Mantegari made a motion, 2nd by Artimovich to approve the new fee schedule as proposed. All were in favor.

Mantegari made a motion, 2nd by Artimovich to encumber \$15000 for sandblasting and painting HWY trucks. All were in favor.

The monitor for the cameras at the HWY shed has overheated, and the recording device had been unplugged. Omni Security has been out and will be back to replace/repair the equipment. The board discussed the safety and security of the property inside and out. Artimovich made a motion, 2nd by Mantegari to add 2 cameras and have the DVR located at the town office. All were in favor.

Clement has compared Brentwood's elderly exemption to town's based on population, median household income, and valuation. Based on this, Brentwood's exemption is on the "low" side. Below is a comparison with the current exemption, the average, and the proposed changes. The full comparison is available at the selectmen's office.

	POPULATION	MEDIAN HOUSEHOLD INCOME	VALUATION	ELDERLY EXEMPTION AMOUNT 65-74	ELDERLY EXEMPTION AMOUNT 75-79	ELDERLY EXEMPTION AMOUNT 80+	ELDERLY INCOME SINGLE	ELDERLY INCOME MARRIED	ELDERLY ASSET LIMITATION SINGLE	ELDERLY ASSET LIMITATION MARRIED
BRENTWOOD	4,486	101,840	541,559,863	\$70,000	\$85,000	\$98,000	\$25,000	\$37,000	\$85,000	\$85,000
AVERAGE	4,734	78,583	556,707,185	84586	110505	150538	33190	43910	118819	11819
Proposed				\$85,000	\$100,000	\$125,000	\$30,000	\$40,000	\$85,000	\$85,000

Menter asked how this would affect tax revenue. Based on the current approved exemptions, the town would see a loss of \$6086, all things being equal. There is no way to estimate how many new applications would be approved by increasing the income limitations. Artimovich made a motion, 2nd by Mantegari to recommend putting this on the town meeting warrant. All were in favor.

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Not many municipalities use time clocks, most use manual time sheets as we do. For those that do use them they are mostly only in DPW. Clement will continue to research.

Chief Robinson would like to request an increase of the detail rate to NED to \$43 per hour for the officers as that is what the Epping officers will be paid in 2017. Clement said the current administration fee would cover the retirement costs but asked if the board wanted to increase the rate accordingly. Mantegari said it should increase by the same percentage as the payroll. Artimovich asked what Epping charges. Clement said she thought it was about 5% of the total billing based on conversations with Belanger. Artimovich asked Clement to call over to Epping and see how they handle the billings.

Artimovich made a motion, 2nd by Mantegari to recommend:

To see if the town will vote to raise and appropriate the sum of \$50,000 (fifty thousand dollars) to be added to the existing capital reserve fund for the purchase of fire and rescue vehicles. All were in favor.

Artimovich made a motion, 2nd by Mantegari to recommend:

To see if the Town will vote to raise and appropriate the sum of Eighty-eight Thousand Nine Hundred Ninety-Five Dollars (\$88,995) for the second year's payment of leasing a new pumper truck. This lease agreement has an escape clause and in subsequent years if the annual appropriation is not approved, the lease terminates. (Majority vote required). All were in favor.

Clement had proposed a warrant article for \$4000 to fund the 275th town celebration. She received an update from Lisa Swasey and they will only need about \$200. Clement said that can come from the town events line in the operating budget. She has asked Swasey to let her know of any changes in the next couple of weeks as they need to finalize the warrant.

The police department would like to amend policy R13 for maximum allowable hours. The new policy will state that earned time cannot be utilized to avoid conflict with the policy. Mantegari made a motion, 2nd by Artimovich to approve the policy as amended. All were in favor.

Artimovich made a motion, 2nd by Mantegari for Christiansen to sign an acceptance and payment request form. All were in favor. This is the last piece of equipment for the new fire truck. Clement said this may reduce the year 2 payment for the lease by \$2000. The remaining escrow balance to be returned to be deposited into the CRF for vehicle purchase.

Artimovich made a motion, 2nd by Menter, The Town of Brentwood Board of Selectmen, in a majority vote, accepted the terms of the Emergency Management Performance Grant (EMPG) as presented in the amount of \$5,944.00 for the purchase of Tablets for the Police Department. Furthermore, the Board acknowledges that the total cost of this project will be \$11,888.00, in which the Town will be responsible for a 50% match (\$5,944.00). All were in favor.

Clement would like to propose a new parking policy for the police department. With the metal roof being added this past fall and unpredictable snow and ice, to avoid snow or ice sliding and landing on the roof of the cruisers or damaging the windshield. Also, parking in the travel lane has continued to be a problem. Often officers are coming in and parking cruisers or personal vehicles just outside a parking space or in the travel lane. Clement proposes that all parking in the travel lane, in front of the main PD entry and sally port door is prohibited at all times. Mantegari made a motion, 2nd by Menter to approve the no parking policy. All were in favor.

Artimovich recommended sealing and restriping the parking lot that was not paved last year.

Artimovich made a motion, 2nd by Mantegari to approve two hawkers and peddlers permits. All were in favor.

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Artimovich made a motion, 2nd by Mantegari to approve an intent to cut for the senior development on Pickpocket Road. All were in favor.

Mantegari made a motion, 2nd by Artimovich to adjourn the meeting at 6:34 pm. All were in favor.

Respectfully submitted,

Karen Clement

WEEKLY TREASURER'S REPORT

DATE:	1/17/2017		
Citizens General Fund:			
Previous Balance:	34,570.40		
Deposits:	60,317.83		
Payroll:	17,827.12	DD: \$12,952.03	CKS: \$4,875.09
FICA:	4,897.32		
to Impact Fees			
A/P: Regular	\$203,474.20	Swasey	\$160,000.00
Void check			
Non A/P for Bonds			
From MMA	150,000.00		
TO MMA			
Account Balance:	18,689.59		
Interest Earned YTD:			
 MMA:			
Unrestricted Balance:	5,180,372.38		
Total Invested Funds:	5,180,372.38		
Interest Earned YTD:			